



City of Santa Barbara
Building & Safety Division
Residential Plan Submittal Requirements

Community
Development
630 Garden Street
805-564-5485

General requirements:

- ❑ The minimum paper size is 18" x 24", maximum paper size is 36" x 42".
- ❑ Plans must be complete, accurate, and drawn to scale.
- ❑ Provide two sets of plans with numbered pages and a sheet index.
- ❑ Provide one copy of soils report and one copy of calculations (new construction or when applicable).
- ❑ Show compliance with State Title 24 Energy Conservation requirements and reproduce MF-1R and CF-1R forms on plans (new habitable structures and additions to (e) conditioned space).
- ❑ Plans prepared by licensed professionals must be stamped and signed before permit is issued.
- ❑ Application must be filled out completely and signed by applicant (owners signature may be required).
- ❑ Planning Commission "Conditions of Approval", Zoning "Modification Letter", and Building & Safety "Notice and Order" must be reproduced on the front sheet of the plans (if applicable).
- ❑ The site plan must show the following:
 - * *All property lines, easements, existing lot drainage, and proposed lot drainage*
 - * *Existing structures with distances in between and from property lines (include patio covers, decks, trellises, sheds, pools, etc.)*
 - * *Location of all proposed work, showing distances from property lines and other structures on the parcel*
 - * *Height and location of all fences, walls, screens, and hedges over 42" tall*
 - * *All driveways, paved areas, and required parking spaces*
 - * *Show north arrow on site plan and vicinity map*
 - * *Relative property elevations, finish floor elevations, and nearest upstream manhole elevation*
(Installation of a backwater valve in the drainage piping will be required if the flood level rim of the lowest fixture is below the next upstream manhole cover)

Information required on plans:

- ❑ The first sheet of the plans must contain the following:
 - * *Name, address, and phone number of owner, engineer, architect, or designer as appropriate*
 - * *Address of proposed project with assessors parcel number and land use zone*
 - * *A complete site plan (as described above) and project vicinity map (show fire hydrant location for new construction)*
 - * *Project data to include size of lot, size of existing buildings, size of addition and/or remodel*
 - * *A complete description of the scope of work*
- ❑ Foundation design showing section drawings, details of construction, size and placement of reinforcing steel, anchor bolt size and location, and depth of footings. Soil engineer's name, project number, and report recommendations must be reproduced on the foundation plans.
- ❑ Floor plan showing all walls, doors, windows, cabinets, counters, minimum required electrical outlets and circuits, switches, lights, smoke detectors, mechanical equipment, plumbing fixtures, and appliances. Label use of all rooms and clearly distinguish between proposed and existing areas.
- ❑ Framing plan showing all structural elements including wall framing, floor and roof framing, posts, beams, headers, shear walls, shear transfer details, lumber species and grade, hangers, connectors, and engineered truss designs (if applicable).

- ❑ Cross section of building showing all interior and exterior finishes, insulation type and value, sheathing, roofing materials, stairs, handrail & guardrail dimensions, and interior ceiling heights.
- ❑ Elevation drawings from each side of the building or addition. Show building height, roof pitch, exterior wall covering materials, exterior landings, and surrounding grade.
- ❑ Erosion Control Plan as required. See separate handout for specific requirements.
- ❑ Grading Plan (as applicable). Show existing contours, proposed contours, amount of cut and fill, topography in 5 ft. increments, etc.
- ❑ Landscape Plan.
- ❑ Any other work to be included as part of this project not previously mentioned.